

## 2008 Conflict-of-Interest Code Biennial Notice for Clerks of the Board of Supervisors, County Clerks, and County Counsels

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The Political Reform Act requires every local government agency to review its conflict-of-interest code biennially. No later than July 1 of each even-numbered year, code reviewing bodies must notify each agency within their jurisdiction to review its conflict-of-interest code. No later than October 1 of each even-numbered year, each agency must submit to the code reviewing body a notice indicating whether or not an amendment is necessary.

The County Board of Supervisors (Board) is the code reviewing body for county agencies and any other local government agency whose jurisdiction is solely within the county (e.g., school districts, including charter schools). Therefore, no later than July 1, 2008, the Board must notify each agency to review its code and submit a biennial notice.

We have prepared a cover memo and a 2008 Local Biennial Notice form that you may send to the agencies. **Please remember to place your return address at the bottom of the biennial notice form. These biennial notices are due to the Board by October 1, 2008. These notices are not sent to the FPPC.**

If amendments to an agency's conflict-of-interest code are necessary, the amended code must be forwarded to the Board for approval within **90 days**. An agency's amended code is not effective until it has been approved by the Board of Supervisors.

The Board is not required to notify any agency whose jurisdiction is in more than one county. The FPPC is the code reviewing body for multi-county agencies and will contact them.

Should you have any questions regarding this mailing, please feel free to call the FPPC at (866) ASK-FPPC. Copies of this mailing and additional information can be found on our website at [www.fppc.ca.gov](http://www.fppc.ca.gov).

### Amending a Conflict-of-Interest Code Seminar Locations and Dates

- ***Santa Monica Council Chambers***  
Tuesday, June 3  
1685 Main Street  
1:00 p.m. – 3:00 p.m.
- ***San Rafael Council Chambers***  
Thursday, June 5  
1400 Fifth Avenue  
10:00 a.m. – 12:00 p.m.
- ***Sacramento, FPPC 8<sup>th</sup> Fl. Hearing Room***  
Wednesday, June 11  
428 J Street  
1:00 p.m. – 3:00 p.m.
- ***Modesto, County Board Chambers***  
Tuesday, June 17  
1010 Tenth Street  
10:00 a.m. – 12:00 p.m.
- ***Sacramento, FPPC 8<sup>th</sup> Fl. Hearing Room***  
Wednesday, June 18  
428 J Street  
10:00 a.m. – 12:00 p.m.
- ***Adelanto Council Chambers***  
Wednesday, June 18  
11600 Air Expressway  
2:00 p.m. – 4:00 p.m.
- ***San Diego County Admin Bldg., Rm 402***  
Thursday, June 19  
1600 Pacific Highway  
9:00 a.m. – 11:00 a.m.  
2:00 p.m. – 4:00 p.m.
- ***Sacramento, FPPC 8<sup>th</sup> Fl. Hearing Room***  
Wednesday, June 25  
428 J Street  
1:00 p.m. – 3:00 p.m.
- ***Santa Ana, County Board Rm, 1<sup>st</sup> Fl.***  
Thursday, June 26  
333 W. Santa Ana Blvd.  
1:00 p.m. – 3:00 p.m.

To register for a seminar, call the FPPC  
at (866) ASK-FPPC, press 4.  
Seminars are subject to change.